

Goddard Space Flight Center

Item Review and Stockage Request



Instructions: See Page 2 for Instructions.

1. Date of Request:

2. Manufacturers Part Number or National Stock Number	3. Item Name	4. Name of Manufacturer (and Phone # if known)	5. Unit of Issue	6. For Use by Store Stock Only	
				National Stock Number	Unit Price

7. Additional Information:

8. Requested By:		Phone Number:	Code:	Date:
9. Approved By (Branch Head or Higher):		Date:	10. Code 279 Approval:	Date:

Instructions



ITEM NO.

1. SELF EXPLANATORY.
2. MANUFACTURER'S REFERENCE NUMBER; MILITARY STANDARD; MILITARY SPECIFICATIONS; FEDERAL SPECIFICATIONS OR NATIONAL STOCK NUMBER.
3. SELF EXPLANATORY.
4. SELF EXPLANATORY.
5. UNIT OF MEASURE NORMALLY USED. SEE INTRODUCTION TO GSFC STORES STOCK CATALOG FOR MORE INFORMATION.
6. MONTHLY AMOUNT TO BE ORDERED. THE AMOUNT IN THIS SECTION SHOULD BE CONTINUOUS IN NATURE. HOWEVER, IF YOUR REQUEST IS FOR A ONE TIME REQUIREMENT, LEAVE THIS SECTION BLANK AND NOTE IN SECTION 7 THAT THIS IS FOR A ONE TIME REQUEST OR NOT CONTINUOUS IN NATURE. TO ORDER THE ITEM YOU ARE REQUESTING, SUBMIT WITH THIS FORM A GSFC FORM 20-7, LEAVING THE STOCK NUMBER PORTION BLANK.
7. ANY ADDITIONAL INFORMATION THAT MAY BE HELPFUL IN FILLING THIS REQUEST.
8. SELF EXPLANATORY.
9. SELF EXPLANATORY.
10. LEAVE BLANK, FOR CODE 279 USE ONLY.